

CHAPTER 3 – PERSONNEL, TRAINING, AND EMPLOYEE RELATIONS

ARTICLE 21 – UNIFORMS/EMPLOYEE GROOMING STANDARDS

Effective December 12, 2002

[Sections 33020.1 through 33020.16.1 are unchanged]

33020.16.2 Wear Authorizations and Requirements

Revised August 1, 2014

Ballistic Vest:

Wear Authorizations:

The Ballistic Vest is authorized for wear by the following employees:

- Office of Correctional Safety.
- Office of Internal Affairs.
- Division of Adult Parole Operations agents.
- Basic Correctional Officer Academy Firearms Instructors.

Wear Requirements:

- The Ballistic Vest shall be worn only in the manner prescribed by the manufacturer and the CDCR.
- For normal wear, the Ballistic Vest shall be worn concealed under the outer uniform shirt, blouse/shirt, or jumpsuit for the duration of the shift unless otherwise provided for in this section.
- Once a CDCR owned Ballistic Vest has been issued to an employee, wear of the vest is mandatory while that employee is on duty unless otherwise approved by the appropriate Division/Office Head.
- Outer wear of the Ballistic Vest is authorized only with the use of a CDCR approved outerwear cover (e.g. tactical, firearms instructor, or raid vest) and when there is an identified operational need to do so.
- If an employee chooses to purchase a personally owned Ballistic Vest and/or cover, the wear requirements are the same as those pertaining to a CDCR owned vest.

Combination Vest

Wear authorizations:

The Combination Vest is authorized for wear by the following employees:

- Community Correctional Facility (CCF)/Modified Community Correctional Facility (MCCF) peace officers who have transportation responsibilities.
- Juvenile Justice Conservation Camp peace officers who have transportation responsibilities.
- Crisis Response Team (CRT) members or Juvenile Justice Tactical Team members.
- Adult Operations Transportation Unit and Juvenile Justice Transportation Unit Correctional Officers, Youth Correctional Officers, Sergeants, Lieutenants, and Captain.
- Adult Operations or Juvenile Justice institutional/facility transportation team Correctional Officers, Youth Correctional Officers, Sergeants, Lieutenants, or other CDCR peace officers.
- Adult Operations, Institutional Investigative Services Unit Correctional Officers, Sergeants, and Lieutenants, and Juvenile Justice, Disciplinary Decision Making System Lieutenants.
- Medical Guarding Unit/hospital coverage Correctional Officers, Youth Correctional Officers, Sergeants, and Lieutenants.
- Basic Correctional Officer Academy Firearms Instructors.

Wear Requirements:

The Combination Vest shall be worn only in the manner prescribed by the manufacturer and the CDCR.

- For normal wear, the Combination Vest shall be worn concealed under the outer uniform shirt, blouse/shirt, or jumpsuit for the duration of the shift unless otherwise provided for in this section.
- Outer wear of the Combination Vest is authorized only with the use of a CDCR approved outer wear cover (e.g. tactical, firearms instructor, or raid vest) and when there is an identified operational need to do so.
- Once a CDCR owned Combination Vest has been issued to an employee, wear of the vest is mandatory while that employee is on duty unless otherwise approved by the appropriate Division/Office Head.
- If an employee chooses to purchase a personally owned Combination Vest and/or Cover, the wear requirements are the same as those pertaining to a CDCR owned vest.

Stab Resistant Vest

Wear authorizations:

The Stab Resistant Vest is authorized for wear by the following employees:

- All institutional/facility Correctional Officers, Youth Correctional Officers, Correctional Counselors, Youth Correctional Counselors, Senior Youth Correctional Counselors, Institutional Parole Agents, Supervising Casework Specialists, Medical Technical Assistants, Sergeants, and Lieutenants.
- Other employees as mandated in the Stab Resistant Vest Wear Requirements section.
- Any employee who chooses to purchase a personally owned Stab Resistant Vest/Cover.

Wear Requirements:

- The Stab Resistant Vest shall be worn only in the manner prescribed by the manufacturer and the CDCR.
- For normal wear, the Stab Resistant Vest shall be worn concealed under the outer uniform shirt, blouse/shirt, or jumpsuit for the duration of the shift unless otherwise provided for in this section.
- Once a CDCR owned Stab Resistant Vest has been issued wear of the vest is mandatory while that employee is on duty unless provided for in this section.
- If an employee chooses to purchase a personally owned Stab Resistant Vest and/or Cover, the wear requirements are the same as those pertaining to a CDCR owned Stab Resistant Vest.
- Correctional Training Center or Juvenile Justice Training Center Stab Resistant Vests shall be worn concealed under the outer uniform shirt, shirt/blouse, or jumpsuit.

Special Units

The following requirements for wear of a Stab Resistant Vest in designated special units shall be complied with:

All CDCR employees, regardless of personnel classification, entering a Security Housing Unit (SHU), Administrative Segregation Unit (ASU), Temporary Detention Unit (TDU), Condemned Housing Unit, Psychiatric Services Unit (PSU), shall wear a Stab Resistant Vest when the employee is:

- In direct contact of inmates/wards/patients within the aforementioned units (unrestrained or restrained).
- Escorting inmates/wards/patients housed within the aforementioned units anywhere on institution grounds.
- On the aforementioned unit tiers.

Stab Resistant Vest wear requirements shall extend to all official visitors (including but not limited to contractors, religious advisors, outside law enforcement personnel, legal representatives, etc.) of each unit as described in this section.

Stab Resistant Vests temporarily issued from a unit/institution/facility/division Special Unit Standby Vest Pool are approved for outer wear.

Correctional Officers, Youth Correctional Officers, Correctional Counselors, Youth Correctional Counselors, Senior Youth Correctional Counselors, Institutional Parole Agents, Casework Specialists, Sergeants, Lieutenants, Medical Technical Assistants, Senior Medical Technical Assistants, or Supervising Medical Technical Assistants entering a unit such as a Correctional Treatment Center (CTC), Outpatient Housing Unit (OHU), General Acute Care Hospital (GACH), Intermediate Care Facility (ICF), or any Department of Mental Health (DMH) Unit/Facility, shall wear a Stab Resistant Vest when the employee is:

- In direct contact with inmates/wards/patients within the aforementioned units (unrestrained or restrained).
- Escorting inmates/wards/patients housed within the aforementioned units anywhere on institution grounds.
- On the aforementioned unit tiers.

All other staff entering a unit such as a CTC, OHU, GACH, ICF, or any DMH Unit/Facility, shall have the option to wear a Stab Resistant Vest (obtained from the Standby Pool or from the respective Vest Control Person (VCP)) when the employee is:

- In direct contact with inmates/wards/patients within the aforementioned units (unrestrained or restrained).
- Escorting inmates/wards/patients housed within the aforementioned units anywhere on institution grounds.
- On the aforementioned unit tiers.

General Information

Correctional Officers, Youth Correctional Officers, Youth Correctional Counselors, Senior Youth Correctional Counselors, Institutional Parole Agents, Casework Specialists, Sergeants, and Lieutenants assigned to Juvenile Justice facilities in areas other than described in the above Stab Resistant Vest, Wear Requirements section, and Adult or Juvenile Justice Conservation Camps shall wear Stab Resistant Vests while on duty, unless otherwise authorized by the Division/Office Head, Adult Operations/Division/Office Head, Juvenile Justice. Stab Resistant Vests shall be worn if the aforementioned Correctional Officer, Youth Correctional Officer, Youth Correctional Counselor, Senior Youth Correctional Counselor, Institutional Parole Agent, Casework Specialist, Sergeant, or Lieutenant enters an Adult Operations male institution secure perimeter during the course of the performance of their duties, unless otherwise authorized by the Division/Office Head, Adult Operations/Division/Office Head, Juvenile Justice.

Correctional Officers, Youth Correctional Officers, Youth Correctional Counselors, Senior Youth Correctional Counselors, Institutional Parole Agents, Casework Specialists, Sergeants, and Lieutenants who work in Adult Operations or Juvenile Justice female institutions/facilities in areas other than described in the above Stab Resistant Vest, Wear Requirements section, shall be issued a vest unless otherwise authorized by the Division/Office Head, Adult Operations/Division/Office Head, Juvenile Justice and as specified in the respective DOM Supplement as described in DOM Section 33020.16.6.

Committee members in any SHU, ASU, TDU, PSU, Inter Disciplinary Treatment Team, Youth Authority Administrative Committee (YACC), CTC or OHU shall wear a Stab Resistant Vest unless otherwise authorized by the Division/Office Head, Adult Operations/Division/Office Head, Juvenile Justice and as specified in the respective DOM Supplement as described in DOM Section 33020.16.6.

It is the intent of the CDCR, based upon available funding, to provide the appropriate vest to designated peace officer employees upon, or as soon as possible, after their graduation from their

academy. Supervisors have the authority to verify that an employee is wearing his/her vest in accordance with the mandates of this policy.

Refusal to wear a vest: As vest wear is an essential function of the job for CDCR peace officer personnel and mandated for all employees in specific units as identified in this policy, any employee, who has been issued, either permanently or temporarily, a protective vest and then refuses to wear the vest in accordance with CDCR mandates, shall be subject to progressive disciplinary action.

Non-possession of issued vest: In the event that an employee who has been issued a vest, or is mandated to wear a vest, is not in possession of his/her vest when reporting for duty, the following shall occur:

- If a Standby Pool Vest is available, a vest may be temporarily issued to the employee for the duration of that employee's shift. In the event the employee's vest has been lost or stolen, this might require the assignment of a Pool Vest to that employee.
- If the employee does not report to work with his/her vest, the employee may be sent home to retrieve the vest on his/her own time prior to being allowed to report for work. This decision shall be made at the discretion of the Warden/Superintendent/Division Head, or their designee.
- Progressive disciplinary action shall be initiated.

When a protective vest has been issued to an employee but is not being worn (e.g. off duty or on-duty periods wherein wear is not mandated), the vest shall be stored in locations that prevent inmate/ward/parolee access. The storage area should be climate controlled, not be subject to extreme high or low temperatures or excessive humidity, and should allow for vest storage in accordance with the manufacturer's wear and care recommendations. Care must be taken to prevent the vest from being stolen while off duty.

[Sections 33020.16.3 through 33020.16.8 are unchanged]